Security Smart

Automated Access Control Posts

Automated access control posts have recently gone up in Technical Area 3, and Laboratory employees can expect more pedestrian and vehicle posts to undergo automation in the near future as part of a growing trend.

Required by the National Nuclear Security Administration (NNSA), the automation is expected to reduce the cost of operating access control posts. The automation will also allow the Protective Force to be posted in more critical areas.

Automated Posts

The automated posts will replace hand geometry units (palm readers) and require employees to use personal identification numbers (PINs) with their badges.

The posts currently automated are:

• Post 336: (TA-3, Building 39) – Front entrance of the Main Machine Shop (Pedestrian Entry).

• Post 311: (TA-3, Building 503) – Entrance to the CMR Building (Pedestrian Entry).

Guard Post Automation Project

• Post 411: (TA-3, SM 97 and SM 43 area) – Back entrance to the Administration Building (Pedestrian Entry).
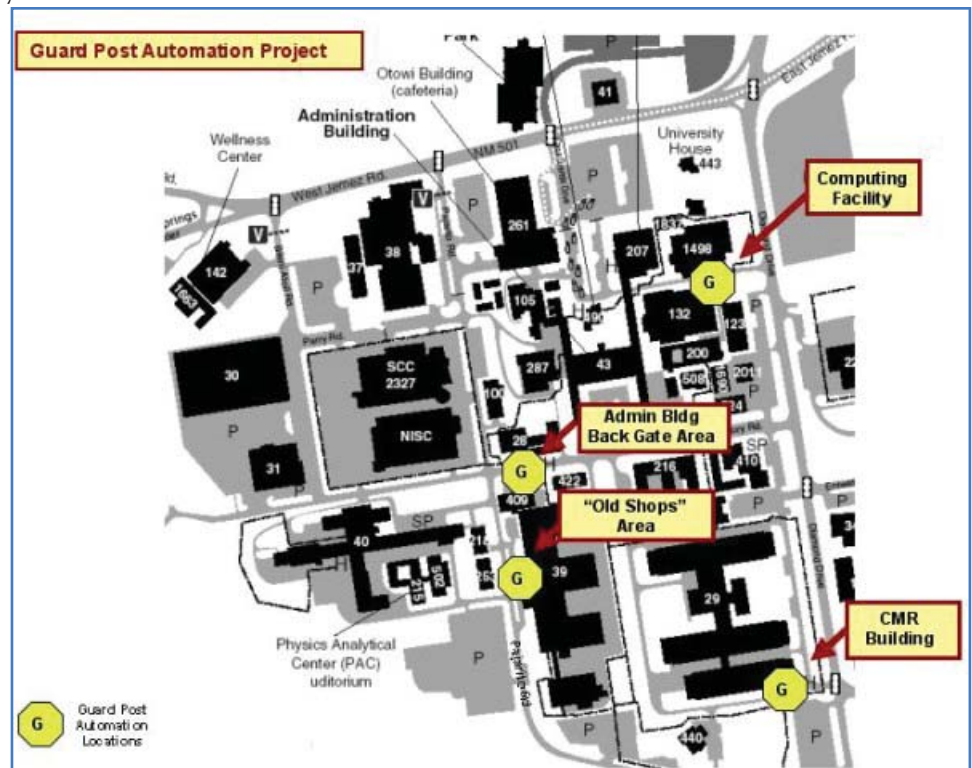
• Post 414: (TA-3, Building 1806) – Front entrance to the LDCC/Computing Facility, also known as the "Chicken Shack" (Pedestrian Entry/Vehicle Gate).

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When using an automated post, Lab employees must ensure the door closes behind them. The door to the post may take up to 45 seconds to shut. Lab employees must wait for the door to close completely before walking away.

Escorting Through an Automated Post

Escorting rules through an automated post are the same as elsewhere. One must:

- Possess a valid badge and clearance for the area to be accessed.
- Ensure the person to be escorted is a United States citizen.
- Confirm the person to be escorted has a badge valid for escorting (uncleared DOE standard badge, uncleared temporary badge, uncleared site-specific badge, or generic uncleared US visitor badge).
- Ensure controlled (e.g., cell phones, recording equipment, etc.) and prohibited articles (e.g., weapons, alcohol, and illegal drugs) DO NOT enter the security area.
- Log the visit. Note to Escort: Use of the access control post is not the same as logging the visitor. Uncleared US visitors must still be logged using the online logging system (TA-3) or the manual logging system of a particular area.
- Notify area occupants of the presence of an uncleared visitor.
- Control the visitor at all times.
- Prevent the unauthorized access of information by the person being escorted.
- "Hand off" the person being escorted to another approved escort, if necessary.

Use of a PIN with a badge reader validates the clearance of the user and is a crucial component of automated access control posts.

Note:

Policy will soon be released that prohibits "tailgating" and "piggybacking" in badge-controlled areas at the Lab.

Tailgating occurs when a non-badge holder follows a Lab employee through a door or vehicle gate without swiping his or her badge. Piggybacking occurs when an employee visually verifies the clearance level on the piggybacker's badge and allows the latter to follow him or her through a gate or door.

Resources

- Black badge readers that are attached to hand geometry units or Argus RAP (Remote Access Panel) badge readers that require the use of personal identification numbers (PINs) control entry to security areas and are overseen by the Security Systems Group (SAFE-S-3). To report a problem with a SAFE S-3 badge reader, call 7-4949.
- Gray badge readers that control entry to Property Protection Areas (PPAs), such as the Canyon School Complex, are overseen by the Administrative Badge Reader Team in SAFE-S3. To report a problem with a gray badge reader, call 7-4949.
- To report other problems with the automated access control posts, contact the Security Help Desk at security@lanl.gov or 5-2002. After business hours, contact the PTLA Shift Commander at 5-1279.
- For information about your PIN or to set one up, contact the Badge Office at badge@lanl.gov or 7-6901.
- Visit the Escorting webpage (http://int.lanl.gov/security/personnel/escorting/) for more information about escorting do's and don'ts.
- Visit the Prohibited and Controlled Articles webpage (http://int.lanl.gov/security/personnel/badge/prohibited.shtml) for more information about such items.